CALL TO ORDER

1. Meeting called to order by Mayor John Beaudine at 7:00 PM at the Lake Park City Center.

A. ROLL CALL

1. Members Present: Jon Anderson, John Beaudine, Jenna Seley, John Thoemke, Aaron Wittrock

2. Members Absent:

3. Staff: Chris Bromeling, Brady Burnside, Dave Coufal, Sarah Mikkelsen, Lonnie Neuner, Carly Olson, Brenda Seley, Joshua Tretbar

4. Contracted Services: Charlie Ramstad, Tyson Hajicek

5. Media:

6. Guests:

B. ADDITIONS AND/OR REMOVALS

1. Neuner: add LMC Liability Coverage Waiver and New Business: Pumpkin Fest-waiver fees and Softball Insurance.

C. PUBLIC FORUM & CORRESPONDENCE

D. CONSENT AGENDA

1. Minutes of 6-14-21 Regular Meeting

a. Wittrock stated pool prices were incorrect on 6-14-21 minutes. Individual Pool Pass should be $50, not $70 and Family Pool Pass should $100, not $125. Those prices were discussed for next season but were not approved for this season. Refunds will be issued to all families.

2. Bills

3. Council Reports

**M/S/CU:**  Wittrock/Thoemke to approve the consent agenda.

**Roll Call:** Beaudine – Aye; Anderson – Aye; Wittrock – Aye; Seley – Aye; Thoemke – Aye

E. ADDITIONAL BILLS

a. Neuner adds two additional bills:

1. Viking Coca-Cola $525.15

2. Southern Glazers $2,423.35

**M/S/CU:** Wittrock/Thoemke to approve additional bills.

F. STAFF REPORT

**1. Dave Coufal, Fire Chief**

a. 5 calls

b. 3 grants submitted

c. OSHA inspector was on premise reviewing a complaint, no findings at this time, some of the fireman have been contacted by OSHA via phone.

d. Received $400 donation from Lake Park Lions Club, because they have disbanded.

e. Termination - letter received from Shane Harris resigning from Lake Park Fire Department effective immediately. Discussion.

**M/S/CU:** Anderson/Thoemke to approve resignation of Shane Harris from the Lake Park Fire Department.

f. Swear in – Josh Tretbar has completed training and will be sworn in by Mayor Beaudine.

**2. Brenda Seley, Nutrition Coordinator**

a. Inside seating was scheduled to open July 1st, but has been pushed back, waiting to hear on new date.

b. Recently lost 4 participants, which is about 120 meals a month.

c. Seley shared ideas on different ways to attract new customers.

d. Discussion on renting City Center/Concession Stand. Caterer License, City Contract, Certificate of Insurance needed when they are serving catered meals in the City Center/Concession Stand. Ramstad will create a contract and email office.

**M/S/CU:** Anderson/Wittrock to approve contract needed with caterer when catered food is served.

1. **Carly Olson, Municipal Liquor Manager**
   1. Off Sale almost $9,000 on July 2nd and July 3rd
   2. Food sales through the rough
   3. Recommendation by Olson and Lund to hire a 3rd full time person from current Liquor Store employees. Discussion.

**M/S/CU:** Wittrock/Anderson to approve a full time Assistant Manager, position will be filled with current Liquor Store employees and close on July 30th, 2021, position will be Grade 6, Step: depending on experience.

d. Customer Appreciation will be August 28th. Fireman will be doing food.

**4. Brady Burnside, Police Chief**

a. Problem on Garfield mitigated on time.

b. Updated council about body cameras which are being pushed by the state and will probably be mandatory in a few years. He will be looking into grants.

c. Pumpkin Fest: more sings need to be purchased. Officer Anderson will be on duty for Pumpkin Fest.

**5. Moore Engineering, City Engineer**

a. Sewer Project Payment #2

**M/S/CU:** Anderson/Thoemke to approve payment of $302,071.82. It is 10% of work completed.

**6. Todd Frank, Utility & Public Works Superintendent** - absent

**7. Charlie Ramstad, City Attorney**

a. Shared information on stop sign question from previous meeting. Council discussion. Beaudine would like to talk to resident about intersection and stop sign.

**\*\*Tabled**

**8. Lonnie Neuner, City Clerk-Treasurer**a. Review of Trial Balance

1. Wittrock questioned a line item on Liquor Store expenses. Neuner will review inputted information.

b. Signer Approval: Mayor John Beaudine needs to be approved on all city accounts as a signor and former Mayor Keith Zachariason needs to be removed from all city accounts at the State Bank of Lake Park.

**M/S/C:** Thoemke/Anderson to approve signor update, Mayor John Beaudine added to all city accounts at State Bank of Lake Park and remove former Mayor Keith Zachariason on all accounts.

**\*\*Beaudine abstained**

c. Revised Budgets

**M/S/C:** Thoemke/Seley to approve revised budgets.

d. Utility Late Charges/Disconnects

1. Current late fees are being forgiven due to Covid. Neuner shares, Utility Billing Clerk Nelson recommends $15 per month when late fees are applied, currently it is 10% on total bill.

**M/S/C:** Anderson/Seley to approve reinstating disconnects and changing late fees to flat monthly fee of $15 beginning with August billing.

e. League of Minnesota Cities Liability Coverage

**M/S/C:** Wittrock/Thoemke to approve the member does not waive the monetary limits on municipal tort liability.

G. NEW BUSINESS

1. Resolution 21-701 – a resolution to accept the coronavirus local fiscal recovery fund established under the American Rescue Plan Act.

**M/S/CU:** Thoemke/Anderson to approve Resolution 21-701.

**Roll Call:** Beaudine – Aye; Anderson – Aye; Wittrock – Aye; Seley – Aye; Thoemke – Aye

1. Payment in Lieu of Taxes
   1. Council discussion. Council would like financial reports and time to review.

**\*\*Tabled**

1. Pool Rental/Employee
   1. Lake Park business owner inquired about renting pool. Discussion.

**M/S/C:** Wittrock/Anderson to approve renting of pool for $100 per hour, 4 hour minimum, rent only when regular pool hours are closed, two Lake Park lifeguards and manager on duty and sign a liability waiver.

* 1. Jada Jegtvig – new pool employee, WSI and lifeguard

**M/S/C:** Thoemke/Seley to approve Jada Jegtvig as WSI and lifeguard for 2021 season.

* 1. Diving Board – Pool Manager Raknerud inquired about purchasing a new diving board for this season. New grip tape was applied to board. Discussion. Council will discuss next spring.

1. Pumpkin Fest Vendor Fees
   1. Vendor fees have been waived in prior years. Discussion.

**M/S/C:** Wittrock/Thoemke to approve waiving of vendor fees for Pumpkin Fest 2021.

1. Softball Tourney: fees and insurance

a. Discussion of rental fees, certificate of insurance. No changes to contract for fees and certificate of insurance.

H. OLD BUSINESS

I. OTHER BUSINESS

a. Olson is questioning Liquor Store ATM commission fees and if they receive commission or not. Seley said she will contact bank for answers.

J. ANNOUNCEMENTS

K. ADJOURNMENT

**M/S/CU:** Anderson/Thoemke to adjourn meeting at 9:07 PM.